

LAW DEPARTMENT SUMMARY

The Law Department provides legal counsel to the City Council, City Manager and all departments, boards, agencies, and commissions of the City. The legal staff represents the City in legal actions and prosecutes cases in Municipal Court. Other responsibilities include preparation of ordinances and other legal instruments and issuance of legal opinions. This office administers a diversion program for first-time drunk driving offenders, prosecutes a significant number of cases in Environmental Court and manages the Domestic Violence Program.

Budget Highlights

The revised 1990 budget was increased by \$53,540 over the 1990 adopted budget. The adopted 1991 and 1992 budgets reflect increases of \$180,720 and \$208,060 respectively, above the 1990 adopted budget.

- ° The City Council created a Domestic Violence Program (DVP) in 1990 affecting both the offender and victim. Two positions were added to the Law Department (\$48,000 annually, offset by salary savings in 1990): a Probation Officer (Coordinator); and a prosecuting attorney. The City is providing a 25% match to a State grant for contracted victim advocate support beginning July 1, 1990. The adopted budget allows the City to assume annual victim advocate program costs of \$20,000, beginning in 1991. In 1990, \$6,000 is budgeted to augment Domestic Violence Program administration for three months.
- ° Offsetting revenue from the DVP program is projected at \$450,000 from diversion fees, court costs and fines. This revenue is intended to support not only costs of the Law Department, but also those in Municipal Court and Police budgets.
- ° A program for deferred misdemeanor theft prosecution is scheduled to begin in 1991. This program would generate offsetting revenues and work similarly to Domestic Violence Program.
- ° Data Center charges to Law increased by \$29,570 due to new terminals and software applications required to service legal staff.

Budget Summary

	1990 <u>Adopted</u>	1990 <u>Revised</u>	1991 <u>Adopted</u>	1992 <u>Approved</u>
Personal Services	\$801,700	\$820,880	\$943,740	\$963,740
Contractual Services	65,880	100,120	104,200	111,780
Commodities	10,380	10,500	10,500	10,500
Capital Outlay	0	0	240	0
Other	0	0	0	0
Total	<u>\$877,960</u>	<u>\$931,500</u>	<u>\$1,058,680</u>	<u>\$1,086,020</u>

CITY OF WICHITA 1991/92 ADOPTED BUDGET

FUND: 110 - GENERAL FUND
DEPARTMENT: 04 - LAW

	1989 ACTUAL	1990 ADOPTED	1990 REVISED	1991 ADOPTED	1992 APPROVED
110 Regular Salaries	558,030	642,160	645,810	750,260	765,940
120 Special Salaries	47,530				
130 Overtime	1,175				
140 Employee Benefits	140,114	159,540	175,070	193,480	197,800
SUBTOTAL PERSONAL SERVICES	746,850	801,700	820,880	943,740	963,740
210 Utilities					
220 Communications	12,914	11,500	11,240	11,540	11,540
230 Transportation and Training	3,157	5,550	5,550	5,750	5,750
240 Insurance					
250 Professional Fees	4,974	150	10,240	14,760	22,340
260 Data Processing	23,970	23,970	53,540	53,540	53,540
270 Equipment Contractuals	702	200	700	700	700
280 Building and Grounds Contractuals					
290 Other Contractuals	19,918	24,510	18,850	17,910	17,910
SUBTOTAL CONTRACTUAL SERVICES	65,635	65,880	100,120	104,200	111,780
310 Office Supplies	7,795	9,550	9,550	9,550	9,550
320 Clothing and Towels	23				
330 Chemicals		530			
340 Equipment Parts	60	300	500	500	500
350 Materials					
360 Equipment Supplies					
370 Building Parts					
380 Non-Capitalizable Equipment	187				
390 Other Commodities	490		450	450	450
SUBTOTAL COMMODITIES	8,554	10,380	10,500	10,500	10,500
410 Land					
420 Buildings					
430 Improvements					
440 Office Equipment				240	
450 Vehicular Equipment					
460 Operating Equipment					
SUBTOTAL CAPITAL OUTLAY				240	
510 Interfund Transfers					
520 Debt Service					
530 Other Non-Operating Expenses					
540 Other					
SUBTOTAL OTHER					
TOTAL	821,039	877,960	931,500	1,058,680	1,086,020

CITY OF WICHITA 1991/92 ADOPTED BUDGET

FUND: 110 - GENERAL
DEPARTMENT: 04 - LAW

The Law Department represents the City in all legal actions brought against the City or initiated by the City, including prosecution in the Municipal Court. The department investigates and makes recommendations on claims for damages filed against the City and provides legal counsel to the City Council, City Manager, departments, boards, agencies, utilities and commissions of the City.

Other responsibilities are to draft and approve ordinances, resolutions, contracts, and other legal instruments; to render legal opinions as requested; and to provide legal assistance in labor relations, cable television matters, and the City's legislative program.

The City Attorney is also charged with the responsibility of administering a domestic violence deferred prosecution program and a diversion program for DUI first-time offenders.

POSITION TITLE	POSITIONS			1991 EMPLOYMENT RANGE	1990 ADOPTED	1990 REVISED	1991 ADOPTED	1992 APPROVED
	1990 ADOPTED	1990 RVSD	1991 ADOPTED					
Dir. of Law & City Attorney	1	1	1	E-3	59,600	63,500	63,500	63,500
First Attorney	1	1	1	E-6	50,300	51,810	52,310	52,310
Senior Attorney	2	2	2	E-7	91,530	97,020	97,020	97,020
Attorney III	3	3	3	E-9	118,120	126,260	126,260	126,260
Attorney II	3	3	3	E-12	96,210	75,000	100,880	100,880
Attorney I	2	3	3	628	55,500	75,200	89,840	94,780
Attorney (PT)	3	3	3	627	93,590	65,520	93,130	96,390
Probation Officer	0	1	2	625	0	19,200	51,470	54,930
Administrative Secretary	1	1	1	620/21	24,500	24,500	25,360	26,250
Legal Secretary	4	4	4	620	93,520	93,520	96,790	100,180
Secretary	1	1	1	618/19	20,990	16,820	18,250	19,910
Subtotal	21	23	24		703,860	708,350	814,810	832,410
ADD: Longevity					3,800	3,440	3,730	4,210
LESS CHARGES:								
Tort Liability					(32,750)	(32,990)	(34,140)	(35,340)
Workers' Compensation and Unemployment Compensation					(32,750)	(32,990)	(34,140)	(35,340)
TOTAL					642,160	645,810	750,260	765,940